

ATTACHMENT 3

BASELINE PERFORMANCE REPORT EXAMPLE CONTENTS

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MONTHLY CONTRACTOR BASELINE PERFORMANCE REPORT SIGNATURE PAGE
SAMPLE LABORATORY
JULY 1996

Prepared by: _____
Project Control System Manager Date

Reviewed by: _____
Contractor ER Project Manager Date

Approved by: _____
DOE/AO ER Project Manager Date

MONTHLY CONTRACTOR BASELINE PERFORMANCE REPORT

SAMPLE LABORATORY

JULY 1996

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Discussion of Program-Level Status

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(Optional - to be negotiated through the AO and/or ERD)

- PBS-Level Variance Analysis
- Summary Schedule Gantt Chart
- Labor (man-hours) Histogram

**BASELINE PERFORMANCE REPORT
SAMPLE LABORATORY
MONTH ENDING JULY 1996**

Schedule Variance (project-to-date)	(\$1,596)K	(21)%
Cost Variance (project-to-date)	(\$1,045)K	(17)%
Variance at Completion	(\$ 659)K	(3)%

EXECUTIVE SUMMARY

The contractor is approximately four months behind the baseline schedule. The schedule variance is primarily due to delays in the start of fieldwork activities at various OUs. The field work was delayed because the regulatory review of the work plan took six months rather than two weeks as planned in the baseline. Since the field work could not begin until the EPA approved the work plan, this resulted in a schedule delay. This month's schedule variance has decreased 8 percent or \$500K from last month. The reduction in the schedule variance reflects the improved progress on field work activities through the use of subcontract labor to supplement the Sample Laboratory staff.

The contractor cost variance is largely due to higher costs for sampling than originally baselined. The analytical laboratory contract was let for more than the baseline estimate. The baseline estimate was prepared before any preliminary field data, and ended up lower than the actual value of the laboratory contract. This month's cost variance has increased 3 percent or \$226K from last month. The increase is primarily due to the increased use of subcontract labor to recover the schedule.

The variance at completion of \$(659)K or (3) percent is anticipated because of the higher costs for sampling and the additional costs for subcontract labor as addressed above.

POTENTIAL IMPACTS

Are additional funds required?	Yes	No <u>X</u>
Will DOE/HQ controlled milestones be late?	Yes	No <u>X</u>
Will regulatory milestones be late?	Yes	No <u>X</u>
Will scope of work change?	Yes <u>X</u>	No

Initial sampling has indicated that the contamination currently extends beyond the assumed boundaries by 20 square miles. This area was considered high risk during preliminary estimates and an adequate amount of Contingency is available and funded, therefore no additional funds are required as noted above. A Baseline Change Proposal (BCP) is being prepared to incorporate this change into the baseline in August 1996.

Because the supporting internal data is currently optional, it is not included in this example report. Supporting data can include:

- PBS-Level Variance Analysis
- PBS-Level S, P, and A Curves
- Fiscal year S, P, and A Curve
- Summary Schedule Gantt Chart
- Labor (man-hours) Histogram

VARIANCE ANALYSIS

(1) PBS # and WBS TITLE	(2) days, wks or months + (-)	(3) VARIANCES			(4) CAUSE	(5) IMPACT	(6) CORRECTIVE ACTION
		Schedule	Cost	At Completion			
PBS AL-S1 OU1	(12) wks	-1197	-700	-500	<p>The schedule variance is due to field work delays. The field work could not begin until the regulator had reviewed the work plans. The cost variance is due to higher costs for sampling than originally baselined. In addition, to recover the schedule Moretex has increased the use of subcontract labor.</p> <p>The VAC is anticipated due to the higher costs for sampling and the increased use of subcontract labor.</p>	<p>The WBS/PBS is currently 12 weeks behind schedule. However, the regulator approved the work plan in September so work is now progressing. Even though the schedule is currently 12 weeks behind schedule, Management anticipates that with the corrective action plan the variance can be recovered by December. This would result in only an 8 week delay - and no missed milestones.</p> <p>The project will have a negative VAC of \$500K.</p>	<p>To recover the schedule, Management is utilizing subcontract labor to supplement existing staff. We are utilizing aggressive work schedules and should recover the variance by December. Management will review current cost estimates for remedial action and disposal to determine if there are any other impacts to the costs at completion. If necessary the remediation effort will be replanned to reflect a more realistic budget and schedule.</p>
PBS AL-S2 Prog Mgmt			-108		<p>The cost variance is primarily due to prolonged negotiations with EPA regarding waste disposal.</p>	<p>The waste disposal issues were resolved in October. There is no long term impact to the costs at completion.</p>	<p>We have just received approval to combine two regulator reports into one report. This will eventually offset the negative cost variance.</p>
(7) TOTAL	(12) wks	-1197	-808	-500			

(8)

EXAMPLE

COST PERFORMANCE REPORT (\$K)
ALBUQUERQUE OPERATIONS OFFICE
ENVIRONMENTAL RESTORATION PROJECT OFFICE

PROJECT NAME: SAMPLE LABORATORY				SUBMITTED BY:				CONTRACTOR RESPONSIBLE: SAMPLE LABRATORY												
REPORTING LEVEL: PBS (WBS LEVEL 8)				DATE: 15-AUG-96				CURRENT PERIOD: 01-JUL-96 TO 31-JUL-96												
SAMPLE LABORATORY				TIME: 2:48:00 pm																
WBS NUMBER: 1.4.2.4.																				
WBS	TASK	----- CURRENT PERIOD -----								----- CUMULATIVE TO DATE -----								----- AT COMPLETION -----		
LEVEL		BUDGETED COST		ACTUAL COST	VARIANCE		VARIANCE %		BUDGETED COST		ACTUAL COST	VARIANCE		VARIANCE %			LATEST			
5-8		WORK	WORK	WORK	SCHED-	COST	SCHED-	COST	WORK	WORK	WORK	SCHED-	COST	SCHED-	COST	BUDGETED	REVISED	VARIANCE		
		SCHED	PERF	PERF	ULE		ULE		SCHED	PERF	PERF	ULE		ULE			EST.			
1.1	PBS AL-S1 - OU1	137	688	868	551	-180	402	-26	3795	2598	3298	-1197	-700	-32	-27	6931	7431	-500		
1.1.1	LANDFILL ASSESSMENT	137	688	868	551	-180	402	-26	3795	2598	3298	-1197	-700	-32	-27	6931	7431	-500		
.1	RFI Work Plan	0	150	268	150	-118	0	-79	750	750	950	0	-200	0	-27	750	1000	-250		
.2	RFI Field Work	137	538	600	401	-62	293	-12	3045	1848	2348	-1197	-500	-39	-27	5681	5931	-250		
.3	RFI Report	0	0	0	0	0	0	0	0	0	0	0	0	0	0	500	500	0		
2.1	PBS AL-S1 - OU2	98	44	68	-54	-24	-55	-55	1530	1158	1359	-372	-201	-24	-17	4853	5000	-147		
2.1.1	BURN PITS ASSESSMENT	50	8	10	-42	-2	-84	-25	250	250	280	0	-30	0	-12	280	280	0		
.1	RFI Work Plan	0	1	1	1	0	0	0	75	75	100	0	-25	0	-33	100	100	0		
.2	RFI Field Work	20	3	3	-17	0	-85	0	150	150	150	0	0	0	0	150	150	0		
.3	RFI Report	30	4	0	-26	4	0	0	25	25	30	0	-5	0	0	30	30	0		
2.1.2	BURN PITS REMEDIATION	48	36	58	-12	-22	-25	-61	1280	908	1079	-372	-171	-29	-19	4573	4720	-147		
.1	RFI Design	48	5	7	-43	-2	-90	-40	250	200	300	-50	-100	-20	-50	1500	1590	-90		
.2	RFI Construction	0	31	51	31	-20	0	-65	830	708	779	-122	-71	-15	-10	2723	2780	-57		
.3	RFI Report	0	0	0	0	0	0	0	200	0	0	-200	0	0	0	350	350	0		
3.1	PBS AL-S1 - OU3	35	38	36	3	2	9	5	325	298	334	-27	-36	-8	-12	2917	2917	0		
3.1.1	COOL TOWER ASSESSMENT	35	38	36	3	2	9	5	325	298	334	-27	-36	-8	-12	2917	2917	0		
.1	RFI Work Plan	0	5	6	5	-1	0	-20	75	75	84	0	-9	0	-12	700	700	0		
.2	RFI Field Work	35	31	25	-4	6	-11	19	225	208	230	-17	-22	-8	-11	1717	1717	0		
.3	RFI Report	0	2	5	2	-3	0	0	25	15	20	-10	-5	0	0	500	500	0		
4.1	PBS AL-S2 - Prog. Mgmt.	75	75	99	0	-24	0	-32	1950	1950	2058	0	-108	0	-6	4799	4811	-12		
	SUBTOTAL	345	845	1071	500	-226	145	-27	7600	6004	7049	-1596	-1045	-21	-17	19500	20159	-659		
CONTINGENCY \$																	1395			
	TOTAL																20895			
Remarks:																Reviewed By:				

EXAMPLE

Cost Plan

Project Name: SAMPLE Laborator		Submitted By SAMPLE Laboratory										Current Reporting Period:									
Reporting Level: PBS Level 8		Date: August 15, 1996										July 1, 1996 - July 31, 1996									
WBS	TASK	PRIOR FY's	CURRENT FISCAL YEAR: 1996												BUDGET YEAR					BUDGET AT	
		TOTAL	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	TOTAL	97	98	99	00	01	COMPLETION
1.1	PBS AL-S1 - OU1	850	40	44	48	55	70	88	110	110	135	137	141	157	1135	1416	1509	1144	767	110	6931
1.1.1	LANDFILL ASSESSMEN	850	40	44	48	55	70	88	110	110	135	137	141	157	1135	1416	1509	1144	767	110	6931
	.1 RFI Work Plan	725	25	0	0	0	0	0	0	0	0	0	0	0	25	0	0	0	0	0	750
	.2 RFI Field Work	125	15	44	48	55	70	88	110	110	135	137	141	157	1110	1416	1509	1144	377	0	5681
	.3 RFI Report	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	390	110	500
2.1	PBS AL-S1- OU2	0	0	55	65	65	65	80	80	80	95	98	90	90	863	998	1863	680	449	0	4853
2.1.1	BURN PITS ASSESSMEN	0	0	20	20	20	20	40	40	40	30	50	0	0	280	0	0	0	0	0	280
	.1 RFI Work Plan	0	0	20	20	20	20	20	0	0	0	0	0	0	100	0	0	0	0	0	100
	.2 RFI Field Work	0	0	0	0	0	0	20	40	40	30	20	0	0	150	0	0	0	0	0	150
	.3 RFI Report	0	0	0	0	0	0	0	0	0	0	30	0	0	30	0	0	0	0	0	30
2.1.2	BURN PITS REMEDIATI	0	0	35	45	45	45	40	40	40	65	48	90	90	583	998	1863	680	449	0	4573
	.1 RFI Design	0	0	35	45	45	45	40	40	40	65	48	90	90	583	917	0	0	0	0	1500
	.2 RFI Construction	0	0	0	0	0	0	0	0	0	0	0	0	0	0	81	1863	680	99	0	2723
	.3 RFI Report	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	350	0	350
3.1	PBS AL-S1 - OU3	666	25	25	25	25	25	25	25	25	35	35	40	40	350	1017	533	351	0	0	2917
3.1.1	COOL TOWER ASSESSM	666	25	25	25	25	25	25	25	25	35	35	40	40	350	1017	533	351	0	0	2917
	.1 RFI Work Plan	666	25	9	0	0	0	0	0	0	0	0	0	0	34	0	0	0	0	0	700
	.2 RFI Field Work	0	0	16	25	25	25	25	25	25	35	35	40	40	316	1017	384	0	0	0	1717
	.3 RFI Report	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	149	351	0	0	500
4.1	PBS AL-S2 - Prog. Mgm	300	60	85	80	70	60	60	65	66	67	75	77	78	843	970	486	1361	640	199	4799
	SUBTOTAL	1816	125	209	218	215	220	253	280	281	332	345	348	365	3191	4401	4391	3536	1856	309	19500
	CONTINGENCY \$														0	271	450	300	250	124	1395
	TOTAL PLAN														3191	4672	4841	3836	2106	433	20895

EXAMPLE

MILESTONE EXCEPTION REPORT
CONTRACTOR: SAMPLE LABORATORY
DATE: JULY 1996

PBS NO.	WBS NO.	MILESTONE LEVEL	MILESTONE DESCRIPTION	BASELINE DATE	FORECAST DATE	ACTUAL DATE	COMMENTS
AL-S1	1.4.2.4.1.1.5	2	RFI Fieldwork Complete	03/17/96	03/17/96		Forecast to complete on schedule through extensive use of subcontract labor.
AL-S1	1.4.2.4.2.1.5	2	RFI Fieldwork Complete	03/25/96	04/15/96		The delay in the start of RFI field work, combined with early winter snows, have resulted in an unrecoverable schedule variance. The EPA has been notified of the delay, and the regulatory agreements are being revised to reflect the forecast date.
AL-S1	1.4.2.4.2.1.9	2	Draft of CMS Plan Complete	01/31/96	01/31/96		On Schedule.
AL-S1	1.4.2.4.4.1.1	3	First quarter FY96 Report submitted to EPA	01/15/96	01/15/96		On Schedule.

EXAMPLE

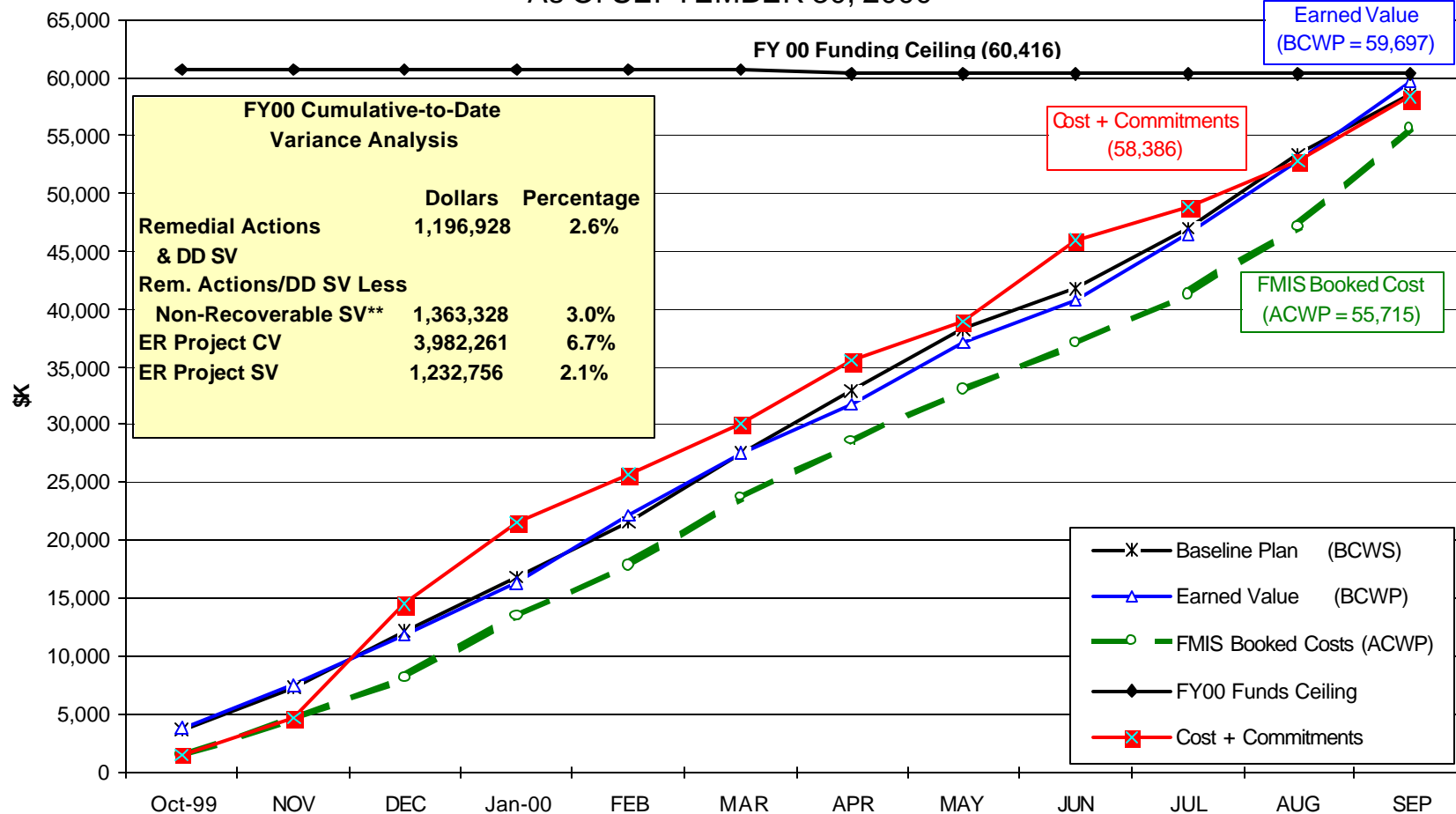
Note: Milestones new to this report and milestone dates that have been modified since the previous report are in bold face type and italics type respectively.

CONTRACTOR: SAMPLE LABORATORY CONTINGENCY LOG TOTAL PROGRAM FY96 (\$000)							
BCP#	DESCRIPTION	INTERNAL/ EXTERNAL	DATE SUBMITTED	DATE APPROVED	CHANGE CONTINGENCY	CONTINGENCY BALANCE	CHANGE TO STATUS
96-00	FY97 BASELINE	EXTERNAL	10-1-96	10-1-96		560	APPROVED
96-01	ESCALATION	INTERNAL	10-1-96	10-1-96		560	APPROVED

EXAMPLE

LANL ER PROJECT STATUS

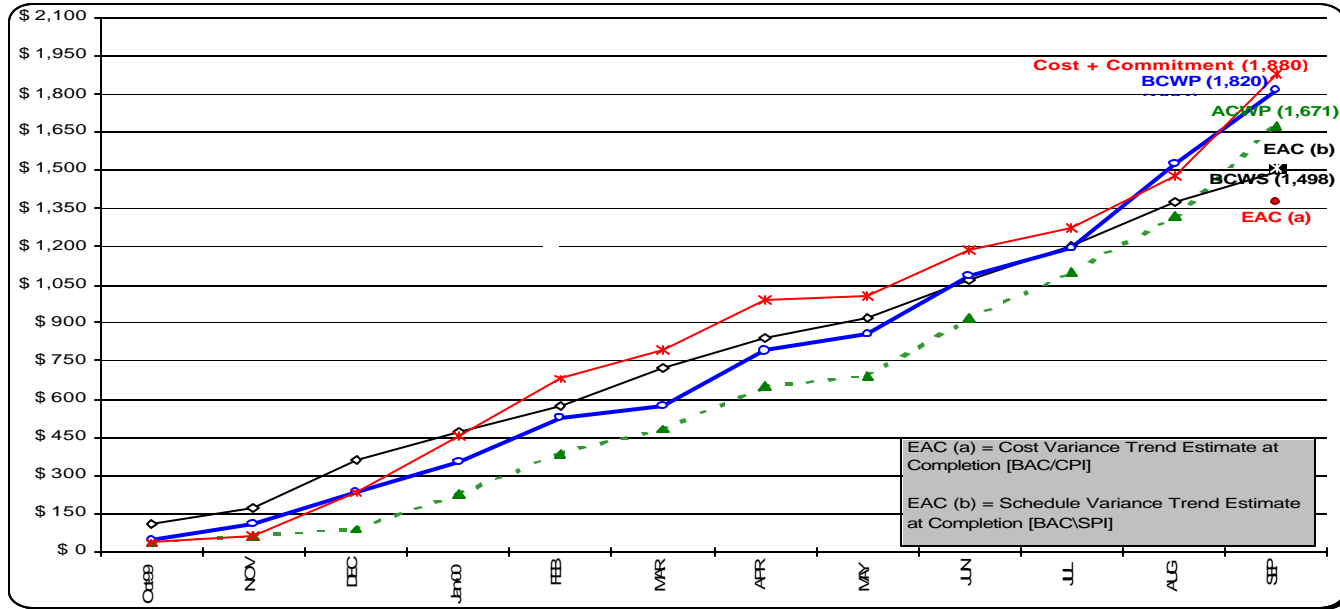
As Of SEPTEMBER 30, 2000



** Non-Recoverable Schedule
Variance is calculated at \$(166,400).

Notes:
This month incorporates changes through BCP 00-025.
*BCWS Plans do not include MR or Contingency

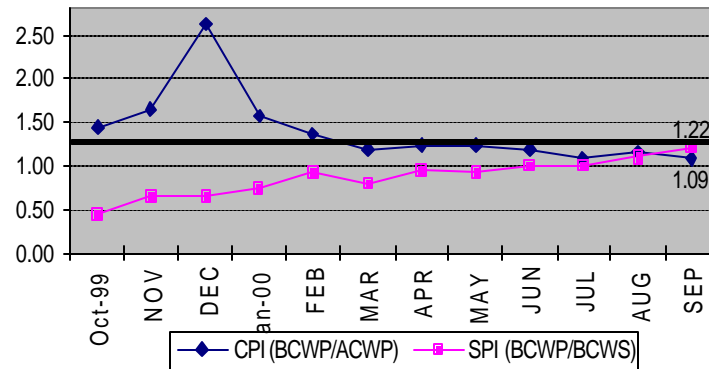
EXAMPLE



Current Month	Oct-99	Nov-99	Dec-99	Jan-00	Feb-00	Mar-00	Apr-00	May-00	Jun-00	Jul-00	Aug-00	Sep-00
BCWS	109,513	60,156	192,881	106,987	105,371	145,847	118,870	75,206	153,475	137,138	171,206	121,088
BCWP	48,408	60,275	125,566	118,844	178,014	40,625	221,131	60,859	230,003	110,631	330,857	294,637
ACWP	33,725	32,374	23,594	136,154	162,094	97,721	162,529	41,764	224,195	182,683	220,553	353,924
Cum-To-Date	Oct-99	Nov-99	Dec-99	Jan-00	Feb-00	Mar-00	Apr-00	May-00	Jun-00	Jul-00	Aug-00	Sep-00
BCWS	109,513	169,669	362,550	469,537	574,908	720,755	839,625	914,831	1,068,306	1,205,444	1,376,650	1,497,738
BCWP	48,408	108,683	234,249	353,093	531,107	571,732	792,863	853,722	1,083,725	1,194,356	1,525,213	1,819,850
ACWP	33,725	66,099	89,693	225,847	387,941	485,662	648,191	689,955	914,150	1,096,833	1,317,386	1,671,310

Efficiency Indices and Trends

Variance Analysis		
Cost	Current	Cumulative To-Date
Dollar Value	(59,287)	148,540
Percentage	-20.1%	8%



EXAMPLE

Performance Indicator Description	Reference Requirement Document	Prior Years Cum.	Fiscal Year 2000										Project To Date Cum.
			1st Qtr		2nd Qtr		3rd Qtr		4th Qtr		FY Total		
			Plan	Actual	Plan	Actual	Plan	Actual	Plan	Actual	Plan	YTD	
Completed Assessments of Release Sites (PRSs)	IPABS	1,451	0	0	0	0	0	0	10	0	10	0	1,451
Completed Release Sites - New NFAs submitted to AA	FOCUS 2006 Part XI.b & Appendix F Part A.1.1	1,414	0	0	0	0	1	3	1	0	2	3	1,417
Reworked NFAs submitted to AA for prior years	Approval Authority	590	0	0	0	0	0	0	0	0	0	0	590
NFAs Approved	DOE (RAD only)	521	0	0	0	0	10	0	10	0	20	0	521
	Approval Authority	102	0	0	80	0	10	107	10	0	100	107	209
	Other/Transferred	0	0	0	0	0	0	0	0	0	0	0	0
D & D Structures Completed	IPABS	41	0	0	0	0	0	0	0	0	0	0	41

EXAMPLE